



Standup Meeting Summary - May 21



Date

Tue, 21 May 2024

2:30 AM - 4:00 PM (Melbourne connect)



Participants

- Our team (Team Wombat)



Goals

- To report progress on individual tasks, merge current code developments, review the Sprint 2 checklist, distribute tasks for completing documentation, and compile questions for the mentor



Discussion topics

Item	Presenter	Notes		
Integration Tasks	<ul style="list-style-type: none">• Qingyuan Yang• Yuanwei Wang	<ul style="list-style-type: none">• Details: Focused on the ongoing integration of the school section and enhancing the program edit functionality. These tasks are critical for ensuring the system's coherence and functionality.		
Code Merging	<ul style="list-style-type: none">• All members	<ul style="list-style-type: none">• Details: The entire team participated in a code merge session to integrate the latest developments into the main branch. This is crucial for maintaining a stable codebase and preventing conflicts.		
Presentation Preparation	<ul style="list-style-type: none">• Jianzhi Gao• Xue Jiao• Qiuling Liu	<ul style="list-style-type: none">• Details: Dedicated their efforts to designing the presentation slides. The slides are intended to clearly convey the project's progress, challenges, and next steps to stakeholders during the upcoming presentation.		
Backend Development	<ul style="list-style-type: none">• Yun Dai	<ul style="list-style-type: none">• Details: Continued with the backend development for the booking feature, focusing on creating robust and scalable server-side logic.		



Planned Actions and Next Steps

- ✓ **Complete Development Tasks:** Team members who have outstanding development tasks are to prioritize their completion in the coming days.
- ✓ **Finalize Presentation:** Final preparations for the presentation are crucial. The team needs to rehearse and ensure that all technical and project insights are ready to be effectively communicated.

- ✓ **Documentation Update:** Update all project documentation to reflect the latest project status and changes. This documentation is vital for project audits and future references.

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📌 Additional Considerations

- **Team Collaboration:** Encouraging peer programming sessions and mandatory code reviews not only improves code quality but also fosters a learning environment where team members can share knowledge and skills.
- **Preparation for Mentor Meeting:** All team members are encouraged to submit their questions or topics for discussion prior to the meeting. This allows the mentor to prepare answers or gather necessary information, making the meeting more focused and productive.